STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

Division of Mining, Land and Water

Northern Region Land Office,
Fairbanks
(907) 451-2740

Southcentral Region Land Office,
Anchorage
(907) 269-8503

Southeast Region Land Office,
Juneau
(907) 465-3400

The Department of Natural Resources, Division of Mining, Land and Water's (DMLW) regional land offices are responsible for managing state land and resources. Certain activities on state land require a land use permit, while other activities are considered "generally allowed" or require other authorizations. Commercial recreation facilities that remain no longer than 14 days in any one site may obtain a commercial recreation permit rather than a land use permit. Additional information and forms are available online or at any Division of Mining, Land and Water regional land office and the Public Information Centers in Anchorage and Fairbanks. The following text describes information that is required to be filled out by applicants for your application to be considered complete.

Land Use Permits:

- Authorize the temporary use of state land or resources;
- can be issued for up to five years;
- do not convey any interest in state land;
- are revocable with or without cause;
- are not transferable; and
- do not constitute waiver of any other state, federal, or local laws.

Complete Land Use Permit Application Packages include the following documents:

- A Land Use Permit application form completed and signed by the applicant;
- A completed Supplemental Questionnaire for Use of State-Owned Uplands if the use or activity includes use of state-owned uplands - **including a Site Development Diagram**;
- A completed Supplemental Questionnaire for Off-Road Travel if the use or activity includes travel by or with means that exceed those that are generally allowed; and/or
- A completed Supplemental Questionnaire for Use of State-Owned Waters (Shorelands, Tidelands, and Submerged Lands) if the use or activity includes uses on tide and submerged lands below the mean high tide line in marine environments or uses on state-owned shorelands below the ordinary high-water line in freshwater environments - **including a Site Development Diagram**.
- A Site Development Diagram showing each item labeled so that it corresponds with your description in the Questionnaire. The Site Development Diagram must include:
  - **Location** - Section, Township, and Range lines; North arrow; scale; title; and include a legend (these items may be attached if necessary).
  - **Boundaries** – Boundaries and dimensions of proposed area of use and their relation to geographic features, including water bodies, and existing trails or rights-of-way.
  - **Structures and Storage** - Location and dimensions of buildings, tent platforms, out-buildings and other improvements, and of equipment parking and storage areas, including snow storage areas.
  - **Hazardous substances** – Location and dimensions of storage facilities for hazardous substances, including but not limited to oil, lubricants, fuel oil, gasoline, solvents, and diesel fuel. Include method and dimensions of storage (tank, drum, etc.).

Other items that must accompany the application package include:

- **Map** - a topographic map or aerial photo of sufficient scale to show the location of the proposed activity.
- **Filing Fees** - A non-refundable filing fee required by regulation (11 AAC 05.010(5)(B)). See the current Director's Fee Order for applicable fees. Make checks payable to the "State of Alaska".
- **Other Miscellaneous Items**: Items specifically identified and required in any of the supplemental questionnaires.

Completed Land Use Permit Applications must be submitted electronically to an email address below or mailed to one of the following offices closest to the proposed use or activity on state lands:

Northern Region Land Office	Southcentral Region Land Office	Southeast Region Land Office
3700 Airport Way	550 West 7th Ave, Suite 900C	P. O. Box 111020
Fairbanks, AK 99709-4699	Anchorage, AK 99501-3577	Juneau, AK 99811-1020
(907) 451-2740	(907) 269-8503	(907) 465-3400
nro.lands@alaska.gov	dnr.scro.permitting@alaska.gov	sero@alaska.gov

Statewide TTY – 771 for Alaska Relay or 1-800-770-8973

Prior to issuance of a permit, an applicant is required to submit one or more of the following:

- **Use Fees** - The use fee depends on the type of activity, length of use and the acreage authorized for use. See the current Director's Fee Order or contact your regional office for applicable fees.
- **Performance Guaranty (Bond)** - A performance guaranty is held by the state to incentivize performance and to pay for corrective action if the use of state land fails to comply with the requirements of the permit. Acceptable types of performance guaranties include:
  - cash or check made out to the State of Alaska;
  - a Certificate of Deposit (CD) in the state's name; or
  - a corporate surety bond.
- **Insurance** – Proof of insurance to protect you and the state from liabilities incurred through the use of state land.
- **Survey and Location** - Surveys are generally not required for land use permits. Many authorizations require a Global Positioning System (GPS) to determine the location of the project. If we determine a survey is required, we will contact you.

ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED

STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES
Division of Mining, Land and Water

LAND USE PERMIT APPLICATION
AS 38.05.850

Applicants must complete all sections of this application. In addition, applicants proposing:

- the use of the uplands must also complete the Supplemental Questionnaire for Use of State-Owned Uplands accompanying this application;
- off-road travel must also complete the Supplemental Questionnaire for Off-Road Travel accompanying this application; and/or
- the use of shorelands, tidelands, and submerged lands must also complete the Supplemental Questionnaire for Use of State-Owned Waters accompanying this application.

Other items that must accompany the completed application are:

- a (non-refundable) application fee; see current Director's Fee Order or contact your regional office for applicable fees;
- a topographic map or aerial photo showing the location of the proposed activity;
- additional items identified and required in any supplemental questionnaire(s) to this application; and
- additional pages if more space is necessary to answer the questions completely.

Completed Land Use Permit Applications should be submitted electronically or mailed to one of the following offices:

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(907) 465-3400
sero@alaska.gov

Statewide TTY – 771 for Alaska Relay or 1-800-770-8973

LAS # 36305
(Applicant please provide if known)

Applicant Information:

Name: Joe Henderson
Doing Business As:
Mailing Address: [redacted]
[redacted]
Email Address: [redacted]

Date of Birth: [redacted]
Business License #:
EIN:
Contact Person: Joe Henderson
Home Phone: 907-378-2590
Work Phone: same
Cell Phone: same
Fax:

If you are applying for a corporation, give the following information:

Name, address and place of incorporation:
N/A

Is the corporation qualified to do business in Alaska? Yes ☐ No ☐

If yes, provide name, address and phone number of the resident agent:

Type of User (Select One): ☒ Private non-commercial (personal use) ☐ Commercial Recreation or Tourism

☐ Public Non-profit including Federal, State, Municipal Government Agency ☐ Other commercial or industrial

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Duration of Project: The proposed activity will require the use of state land for: **(Check one)**

☐ A single term of less than one year. **Beginning month:** _____ **Ending month:** _____

☒ A multi year term for up to 5 years. **Beginning year:** 2026 **Ending year:** 2031

If multi year and seasonal, mark months of use in each year.

☒ Jan, ☒ Feb, ☒ Mar, ☒ Apr, ☐ May, ☐ Jun, ☐ Jul, ☐ Aug, ☐ Sept, ☐ Oct, ☒ Nov, ☒ Dec

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Project Location:

Latitude/Longitude or UTM: 69.1514 N, 148.8274W or

Section: _____ **Township:** _____ **Range:** _____ **Meridian:** _____

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Proposed project will require the use of up to 1/4 acres.

(Please add additional sheets for this section as necessary)

Project Description: Describe in detail your intended use of state land. (State land also includes all tide and submerged lands beneath coastal waters and all shorelands beneath other navigable waterbodies of the state.) Discuss development and activities. (Attach additional pages as necessary.)

Project description: To park 2 enclosed, 20-ft-long by 8 ft-wide trailers with equipment and supplies for dog sled trips from January through April. I will retrieve the trailers by May 1st each year. They will be used to store dog food and sleds, with no fuel or other materials.

The approximate location of the storage area will be located just south of the ADF&G cabin at Happy Valley along the Dalton Hwy.

Should a portion of the permitted area be closed to the general public? **Yes** ☐ **No** ☒ .

If yes, explain which portion and provide justification for exclusive use.

Site Description: Briefly describe the current condition of the proposed site of use, noting any trash, garbage, debris or signs of possible site contamination. (If significant, we recommend you provide pictures to establish initial conditions.)

The site contains nor trash or material.

Are there improvements or materials on the site now? **Yes** ☐ **No** ☒ **If yes**, briefly describe the improvements, their approximate value, and who owns them. (We recommend you provide pictures of improvements.)

Describe the natural vegetation – ground cover, trees, shrubs – and any proposed changes. Describe the location of any estuarine, riparian, or wetlands and any noticeable animal use of area.

Gravel pad.

Site Access: Describe how you plan to access the site, and your mode of transportation.

The site can easily be accessed by pickup truck or car.

If your access is by aircraft, specify the type and size of aircraft:

To access the site, the aircraft is equipped with **floats** ☐ **wheels** ☐ **skis** ☐ .

Number of people:

1. Indicate the number of employees and supervisors who will be working on the site. one person
2. Indicate the number of customers who will be using the site per year or season. _____
3. Indicate the number of days the site will be used per year or season. _____

Environmental Risk / Hazardous Substances: In the course of your proposed activity will you generate, use, store, transport, dispose of, or otherwise come in contact with toxic and/or hazardous materials, and/or hydrocarbons?

Yes ☐ **No** ☒ . **If yes**, please describe:

The types and volumes of fuel or other hazardous substances present or proposed:

The specific storage location(s):

The spill plan and prevention methods:

If you plan to use either above or below ground storage containers (like tanks, drums, or other containers) for hazardous material storage, answer the following questions for each container:

Where will the container be located?

What will be stored in the container?

What will be the container's size in gallons? _____

Give a description of any secondary containment structure, including volume in gallons, the type of lining material, and configuration:

N/A

Will the container be tested for leaks? **Yes** ☐ **No** ☐ .

Will the container be equipped with leak detection devices? **Yes** ☐ **No** ☐ . **If no**, describe:

Do you have any reason to suspect, or do you know if the site may have been previously contaminated?

Yes ☐ **No** ☐ . **If yes**, please explain:

	Owner	9/8/2026
Signature of Applicant or Authorized Representative	Title	Date

This form must be filled out completely and submitted with the applicable fees. Failure to do so will result in a delay in processing your permit. AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(8) and confidentiality is requested, AS 43.05.230, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210.

In submitting this form, the applicant certifies that he or she has not changed the original text of the form or any attached documents provided by the Division. In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

For Department Use Only
Application received date stamp

Receipt Type: ☐ **7A** ☐ **RR** ☐ **FF**

LAS #: _____